

WRIPMA-HR
Executive Board Teleconference
Minutes

August 20, 2007
1:00-2:30 p.m.

1. Roll call, minutes --- Action Taken:
a. Attendance: Maria Rivera, Jennifer Fairweather, Steve Harman, Richard Dukellis, Terri Traaen, Steve Harman, Eileen Bitten, John Perry, Joan Torne, and Elizabeth Martinez
b. Approve minutes – MSC Harman/Fairweather to approve the minutes of July 16, 2007, as presented.
2. 2008 WR Conference --- Action Taken:
a. Budget – John Perry to provide a revised budget for conference that includes vendors, supporters and pre-conference registration & cost.
b. Conference brochure will be available on-line. One week prior to the conference an e-mail will go to the people registered to remind them to print out the materials they want.
c. Will have a one page conference schedule at the registration tables.
3. WR & Chapter Relationship --- Action Taken:
a. Scholarship from WR to International Conference- Harman/Traaen MSC to not sponsor anyone else to WR International Conference.
b. Funding New Chapters - Rivera/Harman MSC to provide new Chapters with seed money of \$500 with the requirement that they provide a written plan detailing what they will use the money for.
c. Board Members attending Chapter meetings – Rivera/Harman MSC to approve that if members to attend annual Chapter meetings WR will split the cost 50/50 with the member.
4. WR Website --- Action Taken:
a. Webmaster- Harman/Traaen MSC to approve Preeti Tikekar as the new Webmaster & to work on both the WRIPMA conference and Website.
5. Treasurer's Report --- Action Taken:
a. Monthly Report – Harman/Traaen MSC to approve the treasurer's report as presented, knowing that more is to follow.
b. Bank Account – Rivera/ Fairweather MSC to approve opening an account with Washington Mutual.
c. Reimbursement Form – Joan will e-mail the reimbursement form she created with the meeting Minutes. It will be an item for the next meeting.
6. Meeting Schedule for 07-08 --- Action Taken:
a. Executive Board – Teleconference meetings will be held every 3 rd Monday of the month at 1:00 p.m.
b. Items: WR By-laws, WR Budget, Reimbursement Form, New Website

Minutes respectfully submitted by Elizabeth Martinez